



USAID | SOUTH SUDAN

FROM THE AMERICAN PEOPLE

ANNOUNCEMENT NO: VA-16-11

<u>OPEN TO:</u>	All South Sudanese Nationals. Current Mission employees serving probation period are not eligible to apply.
<u>POSITION:</u>	Project Management Specialist – HIV/AIDS
<u>OPENING DATE:</u>	Friday, July 01, 2016
<u>CLOSING DATE:</u>	Friday, July 08, 2016 at 4:30 p.m.
<u>WORK HOURS:</u>	Full-time; 40 hours/week
<u>POSITION GRADE:</u>	FSN 11 Full performance grade level for this position is: FSN-11. (\$33,701-\$50,549) A training grade level, FSN-10, may be established depending on the education and relevant work experience of the applicant. Base Salary Range will be commensurate with established salary history, qualification, and relevant work experience.

The United States Agency for International Development (USAID) Juba, South Sudan is seeking applications for the position of Project Management Specialist - HIV/AIDS in the Health Office.

JOB SUMMARY:

The HIV/AIDS Program Manager serves in a senior-level professional capacity to provide technical, programmatic, and administrative management of key components of USAID/South Sudan's HIV/AIDS program. S/he is responsible for providing technical advice and leadership for the Mission under the President's Emergency Plan for AIDS Relief (PEPFAR); while s/he will contribute to all aspects of the PEPFAR program, the HIV/AIDS Program Manager will maintain a particular focus on specific program areas including supply chain management, orphans and vulnerable children programming, and other community-based HIV programming. S/he serves as the Agreement Officer's Representative and/or Activity Manager for multiple projects within the HIV portfolio, ensuring quality planning, implementation, and monitoring of USAID-funded activities. Under PEPFAR, s/he participates in interagency planning, monitoring, and reporting processes with the Centers for Disease Control and Prevention (CDC) and the Department of Defense (DOD). The HIV/AIDS Program Manager also serves as a representative of the Health Office to the Government of South Sudan's (GOSS) Ministry of Health (MOH), the South Sudan AIDS Commission, the Global Fund, UNAIDS, and other development partners.

QUALIFICATIONS REQUIRED:

- a. **Education:** A Master's degree or equivalent in public health or a related discipline is required.
- b. **Prior Work Experience:** A minimum of five years of progressively responsible experience in the health sector is required. At least three years managing HIV programs that involve coordination with an international agency or implementing partner is required.

- c. **Post Entry Training:** Ongoing training in approaches to program design, implementation, and reporting, as well as technical updates focusing on HIV and PEPFAR-specific training will be provided. Agency-specific leadership training and AOR/COR training are required.
- d. **Language Proficiency:** Level IV fluency (speaking/reading/writing) in English is required. Level IV fluency (speaking/reading/writing) in a local language is preferred.
- e. **Job Knowledge:** In-depth expert knowledge of HIV issues and interventions, including global strategies, priorities, and best practices, is required. Specific knowledge of supply chain and logistics, orphans and vulnerable children programs, and/or community-based HIV prevention and treatment programs is preferred. In-depth knowledge of GOSS policies, regulations, program priorities and key planning documents related to HIV is also required. Experience with USG and PEPFAR programming is required. Detailed understanding of PEPFAR strategies and priorities is preferred.
- f. **Skills and Abilities:** Strong oral and written communications skills are required to develop and maintain effective, sustainable working relationships for the achievement of results with diverse national and international working partners in a cross-cultural setting; ability to clearly communicate new program and technical concepts to technical and non-technical counterparts is required. Ability to readily analyze, understand, and discuss new program design, management, and implementation approaches as well as to identify priority actions, generate and complete work plans within short time frames is required. Ability to exercise considerable ingenuity and tact in applying guidelines to unique and different settings is required. Demonstrated attention to details, excellent organizational skills, and personal initiative in the management of multiple tasks within tight time deadlines is required. Strong user level of word processing, spreadsheets and databases is required. Strong quantitative and qualitative data analysis skills and their application to the interpretation of program monitoring and evaluation data are required.

HOW TO APPLY

Applicants are required to submit an application package, along with a cover letter of interest, which clearly describes individual's qualifications for this position, and their CV. In addition, applicants should submit Form DS-174. This form is available on the US Embassy web site: <http://southsudan.usembassy.gov/about-us/job-vacancies.html> Options for submission of application materials:

1. To USAID/South Sudan by email at jubahr@usaid.gov
Subject line: Project Management Specialist-HIV/AIDS
OR
2. Deliver one copy to USAID/South Sudan, Juba. Application box is inside the first entry door at the U.S. Embassy.

Your application may not be considered without all of these aspects included.

A strong and clear cover letter expressing reasons for the interest in the position and describing the candidate's qualifications and contributions which they can provide to USAID/South Sudan operations is required. The successful applicant must be able to obtain and retain the required

USAID medical and security clearances later. Please note that only short listed candidates will be contacted for an interview.

Required Documents:

1. Cover Letter of Interest (including vacancy # of the position)
2. An up-to-date resume/CV
3. USAID Application Form DS-174 (to be filled out completely)

Note:

1. Only short-listed candidates will be notified.
2. This vacancy is only open to nationals of South Sudan.
3. Application submission without the required Form DS-174 and supporting documents will not be considered.
4. No in-person appointments or telephone calls will be entertained.

It is the policy of the United States Government to ensure equal employment to all persons without regard to race, color, religion, sex, national origin, age, disability or sexual orientation.